

Member Handbook



Effective as of January 1, 2001



The CalSTRS Member Handbook

was prepared by the staff of the California State Teachers' Retirement System to assist CalSTRS Defined Benefit Program members in understanding their member benefits.

The summarized data pertain to the Teachers' Retirement Law and procedures effective as of January 1, 2001. The *Member Handbook* is intended as a ready source of information about CalSTRS and not as a legal document or a substitute for the law. If differences appear between the law and the handbook, the law must prevail.

The State Teachers' Retirement Law consists of Part 13, also known as the E. Richard Barnes Act, Part 13.5 and Part 14 of Division 1 of the California Education Code. The law establishes the State Teachers' Retirement Plan, which consists of the CalSTRS Defined Benefit Supplement Program, Defined Benefit Supplement Program and the CalSTRS Cash Balance Benefit Program. Part 13 includes the provisions of the CalSTRS Defined Benefit Program and DBS Program and regulates all activities of the California State Teachers' Retirement System. Part 13.5 includes provisions concerning health care benefits for CalSTRS members. Part 14 establishes an alternative plan for part-time educators, known as the Cash Balance Benefit Program.

Permission is hereby granted to reproduce, copy, or duplicate the information in this booklet, provided credit is given to CalSTRS.

CalSTRS P.O. Box 15275 Sacramento, CA 95851-0275

Website	www.calstrs.ca.gov
TTY	916-229-3541
Local	916-229-3870
Toll-Free	800-228-5453



State of California

Gray Davis, Governor

Teachers' Retirement Board

Emma Zink, Chairperson
Lillian Raffel, Vice-Chairperson
Yvonne Gallegos Bodle
George Fenimore
Gary Lynes
Marty Mathiesen
B. Timothy Gage, Director, Department of Finance
Kathleen Connell, State Controller
Phil Angelides, State Treasurer
Delaine Eastin, Superintendent of Public Instruction

James D. Mosman, Chief Executive Officer Christopher J. Ailman, Chief Investment Officer

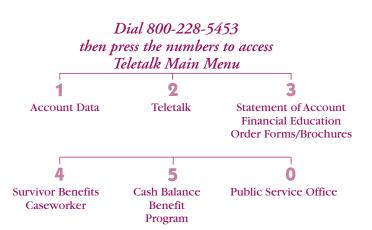




Table of Contents

Letter from CalSTRS CEO 1
Introduction 3
Changes in Benefits
A Brief History4
Teachers' Retirement Board 4
Teachers' Retirement Fund 4
I. Welcome to CalSTRS Membership
Changing Employment to a
Different Retirement System 6
Member Contributions 7
"Employer Pickup" 8
Credited Interest 8
DB Supplement Program 8
Employer Contributions
State Contributions
Service Credit
Annual Statement of Account 10
Communication With Employers, Employee Organizations and Members
II. Your Early Career Years
Refund of Your Account 13
Refund Amount
III. Career Issues 15 Financial Education Program
Redenosits 15

	hase of Additional Service Credit	11
- 1		16
CalST	TRS Voluntary Investment	
	ogram	17
CalST	TRS Home Loan Program	18
Long	-Term Care	18
	onal Counseling Services	
8	g	
IV. W	/hat to Consider	
	re Retirement	19
	ement Counseling	
	Social Security	
	Medicare	
	Golden Handshake	
	Reduced Workload Program	
	Concurrent Retirement	
Pre-R	Retirement Election of an Option	22
	Advantages, Disadvantages	23
	Cancellation of an Existing	
	Pre-Retirement Election	23
Birth	day Verification	24
	rvice Retirement 9	25
Early	Retirement Alternatives	25 25 25
Early	Retirement Alternatives	25 25 25
Early How	Retirement Alternatives	25 25 25 26
Early How Re	Retirement Alternatives	25 25 25 26 26
Early How Re	Retirement Alternatives Standard Early Retirement	25 25 25 26 26
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit	25 25 25 26 26 26 26
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor	25 25 25 26 26 26 26 26
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor	25 25 25 26 26 26 26 26 26
Early How Re	Retirement Alternatives Standard Early Retirement	25 25 25 26 26 26 26 26 26 26
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus	25 25 26 26 26 26 26 26 26 27
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA).	25 25 26 26 26 26 26 26 27 28
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection	25 25 26 26 26 26 26 26 27 28 28
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA).	25 25 26 26 26 26 26 26 26 27 28 28 29
Early How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection Service Retirement Worksheets Age Factor Table	25 25 26 26 26 26 26 26 26 27 28 28 29 30
How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection Service Retirement Worksheets	25 25 26 26 26 26 26 26 26 27 28 28 29 30
How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection Service Retirement Worksheets Age Factor Table ing an Option	25 25 26 26 26 26 26 26 27 28 29 30 31
How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection Service Retirement Worksheets Age Factor Table ing an Option How Can I Provide	25 25 25 26 26 26 26 26 26 27 28 29 30 31
How Re	Retirement Alternatives Standard Early Retirement 30 and Out Early Retirement Limited Term to Calculate Your tirement Allowance Service Credit Sick Leave Credit Age Factor Career Factor Final Compensation Longevity Bonus Cost-of-Living Adjustments (COLA) Purchasing Power Protection Service Retirement Worksheets Age Factor Table ing an Option How Can I Provide Continuing Benefits	25 25 25 26 26 26 26 26 26 27 28 29 30 31





W

4. Service Retirement continued
Option Worksheets
Applying for Service Retirement38Guidelines for Retirement38Direct Deposit39Health Insurance40
Post-Retirement Employment40Restrictions40Limitation Exemptions40
Reinstatement to Active Member Status
Beneficiary Designation 42
VI. Disability Benefits Programs 43 Regional Counseling Services
Reasonable Accommodation 43
Filing a Disability Benefit Application 43 Independent Vocational Evaluation
Notification 45
Approval
Disapproval
Steps in the Disability Process 46
Coverage A Disability Allowance Program
Coverage B Disability
Retirement Program 50 Eligibility Requirements 50 Concurrent Retirement 50 Coverage B Formula 51 Disability Allowance Worksheet 51 Earnings Limit 52

	Survivor Benefits Programs .	
Lum	p-Sum Death Payment	53
Mon	thly Allowances	53
Cove	erage A Death Before Retirement.	53
	Lump-Sum Death Payment	
	Family Allowance	
	Offsets	
	Family Allowance Example	
	•	
Cove	erage B Death Before Retirement.	
	Lump-Sum Death Payment	56
	Survivor Benefit Allowance	56
	Offsets	57
	What if There is No	
	Surviving Spouse?	58
Whe	en a Member Dies	
A	fter Retirement	59
	Lump-Sum Payment	
	Unmodified Monthly Allowance	
	•	
Repo	orting a Death to CalSTRS	.59
VIII	Tax Information	
	Legal Issues	
Tax	Information	
	Income Tax Withholding	61
	Income Tax Withholding	
	Preference Certificate	61
	Lump-Sum Distributions	61
	Source Tax	
	Internal Revenue Code 401	
	Internal Revenue Code 415	
_		
Lega	ıl Issues	
	Subrogation	
	Power of Attorney	
	Dissolution of Marriage	63
IX. (CalSTRS Cash Balance Benefit	
Pro	gram for Part-Time Educators	65
V 6	ieneral Information	47
A. U	Enclai iniviliauvii	J/
	onal Counseling Centers	
Info	rmation Services	
	Mail Address	68
	Telephone Numbers	
	Home Page Information	
	Teletalk Message Codes	
	2223490	~/
XI.	Glossary of Terms	73

Dear Reader,

Lifetime service and security to meet the changing needs of California's educators.

The CalSTRS Vision

Retirement System. I am pleased to present the latest edition of the *Member Handbook*. Whether you are just beginning your career in education or are an experienced educator, I think the handbook will answer many of the questions you have about your benefit coverage. The information in it can help you make informed decisions during your active career and prepare fully for your retirement.

As the nation's largest teachers' pension fund, our dedicated, professional and conscientious staff works hard to improve service and responsiveness to members' needs. Although we serve many—more than 661,000 active and retired members—we are committed to providing exemplary service to each and every person who calls, writes or visits CalSTRS.

Service to CalSTRS members and the security of the Teachers' Retirement Fund remain our highest priorities. We look forward to assisting you throughout your career and retirement.

Sincerely,

James D. Mosman
Chief Executive Officer







The CalSTRS Member
Handbook provides an overview of the programs and services administered by the California State Teachers' Retirement System. It has been prepared to answer frequently asked questions about your retirement system and to help you understand the benefits and responsibilities of membership in the CalSTRS Defined Benefit Program.

Changes in Benefits

Active member benefit changes include establishment of a Defined Benefit Supplement account (see page 8); one-year final compensation for 25 or more years of credited service (see page 27); a longevity bonus (page 27); and, effective no earlier than July 1, 2002, an expansion of what is considered creditable compensation and service. This last benefit change will be fully described in the 2002 *Member Handbook*.

Benefit changes of interest to active members soon to retire are provision of Medicare Part A (see page 21) and new post-retirement earnings limitation exemptions (see page 40).

Statutory changes are made from time to time that affect CalSTRS benefits and that may affect any decisions you make in relation to those benefits. These changes are made by the California Legislature and the Governor. Although CalSTRS makes every effort to keep its members informed about changes in its benefit structure, it cannot safely predict what the Legislature and Governor may do that might be of interest to you. For this reason, you should keep yourself informed about possible benefit changes by consulting the CalSTRS Web site (www.calstrs.ca.gov), the CalSTRS Public Service Office (1-800-228-5453), CalSTRS retirement counselors, your union representative (if applicable), your legislative representative and any other source that you believe may be helpful to you before you make any final decision. You are ultimately responsible for any decision you make in regard to your CalSTRS benefits.

Helpful Definitions

Creditable service and **creditable compensation** are terms that appear often in this handbook. The simple description of "creditable service" is the kind of work activities that count toward years of service for CalSTRS retirement purposes. Creditable compensation, on the other hand, is the pay that members of the CalSTRS DB Program receive for creditable service that counts for retirement purposes. The Teachers' Retirement Law defines what counts and what does not.

Another term that is used in this handbook is *allowance*, which refers to the monthly benefits paid under one of the CalSTRS retirement, disability or survivor programs.

The glossary in Section XI will help to explain other concepts and terms you will find in this handbook.

If you need additional information, other resources are listed in Section X, General Information.





A Brief History of the California State Teachers' Retirement System

The California State Teachers' Retirement System was established by law in 1913 to provide retirement benefits to California's public school teachers. Membership in the CalSTRS Defined Benefit Program includes all employees in California public schools from kindergarten through community college in positions performing creditable service under the DB Program.

Teachers' Retirement Board

The California State Teachers' Retirement System is administered by the 12-member Teachers' Retirement Board. The Governor appoints eight members to serve four-year terms.

- two teacher representatives from kindergarten through twelfth grade appointed by the Governor from a list of candidates recommended by the Superintendent of Public Instruction
- a retired member of CalSTRS from a list of candidates recommended by the Superintendent of Public Instruction
- a community college instructor who has expertise in the areas of business, economics, or both, appointed from a list submitted by the Board of Governors of the California Community Colleges
- a member of the governing board of a school district or a community college district, appointed from a list of candidates recommended by the Superintendent of Public Instruction
- an insurance official
- an officer of a banking institution, who has at least five years of broad professional investment experience
- a public representative

(The last three appointments require Senate confirmation.)

Four board members serve in an ex-officio capacity by virtue of their office: State Superintendent of Public Instruction; State Controller; State Treasurer; and Director, Department of Finance.

The Teachers' Retirement Board sets the policies and makes rules for the California State Teachers' Retirement System and is responsible for ensuring benefits are paid by the system in accordance with law.

The board appoints a Chief Executive Officer to administer the system consistent with the board's policies and rules. The board also selects a Chief Investment Officer to direct the investment of the Teachers' Retirement Fund, in accordance with board policy.

The board has six standing committees: Benefits and Services, Budgets and Audits, Executive Compensation, Governance, Health Benefits and Investment (a committee of the whole).

Teachers' Retirement Fund

The Teachers' Retirement Fund is a special trust fund established by law that holds the assets of the CalSTRS DB, Defined Benefit Supplement and Cash Balance Benefit programs. The assets come from contributions from employees, employers and the state of California. The fund's investments create a stream of income to add to those assets.

When selecting investments, the Teachers' Retirement Board applies standards of safety, diversification, liquidity and structure for a complete and profitable investment portfolio. The portfolio includes stocks, bonds, real estate and short-term investments. Within these categories, CalSTRS further diversifies by holding a variety of issues within each segment.

At the end of the 2000 fiscal year, the Teachers' Retirement Fund portfolio market value was \$112.6 billion.

CalSTRS ranks as the nation's largest teacher retirement fund and third largest pension fund.

For further information about Teachers' Retirement Fund investments, call CalSTRS Teletalk at 800-228-5453 and select message #802. Or visit the CalSTRS Web site at www.calstrs.ca.gov.